

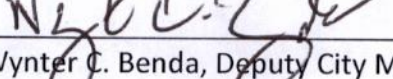


To the Honorable Council  
City of Norfolk, Virginia

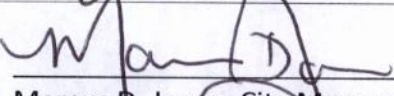
October 13, 2015

From: John Rhamstine, Director of Cultural  
Facilities, Arts and Entertainment

**Subject:** Accept \$75,000 from the  
National Endowment for the Arts

Reviewed:   
Wynter C. Benda, Deputy City Manager

**Ward/Superward:** 2/6

Approved:   
Marcus D. Jones, City Manager

**Item Number:**

**R-22**

I. **Recommendation:** Adopt Ordinance

II. **Applicant:** City of Norfolk

III. **Description:**

This agenda item is an ordinance to accept the sum of Seventy-five Thousand (\$75,000) Dollars in "Our Town" grant funds from the National Endowment for the Arts ("NEA") to support "Art and Rising Tides," a project for sea-level rise and environmental art in the City of Norfolk ("City").

IV. **Analysis**

The City, through its Public Arts Program, partnering with the Downtown Norfolk Council ("DNC"), was awarded \$75,000 from the NEA. The project, "Art and Rising Tides," will commission a public artist to work with urban planners, architects and community partners to create environmental art in the Norfolk Arts District. The City's application was one of sixty-nine "Our Town" grants awarded, chosen from two hundred seventy-five applications.

The project will investigate parcel-specific solutions to rising tides and flooding challenges. It will investigate meaningful and aesthetically beautifully designed interventions to sustain livability, preserve the environment and develop economic vitality of our shoreline community. Through artistic expressions we will strengthen the infrastructure and preparedness of a low-lying coastal region for the flooding challenges we face today and moving forward.

The NEA approved the funds and the City has been notified that expenditures must be completed by October 31, 2017.

**V. Financial Impact**

The City will match the funds with Fifty Thousand (\$50,000) Dollars from previously appropriated Capital Improvement Program ("CIP") public art funds.

**VI. Environmental**

The art will point to solutions for sustaining livability, preserving the environment, and fostering the economic vitality of our shoreline community. Ultimately, we will create artwork that addresses parcel-specific solutions to rising tides.

**VII. Community Outreach/Notification**

Public notification for this agenda item was conducted through the City's agenda notification process.

**VIII. Board/Commission Action**

We are partnering with the DNC, Norfolk Redevelopment and Housing Authority ("NRHA"), WPA Architects, The Hurrah Players, Chrysler Museum, Naval Station Norfolk, Wetlands Watch, 801 Condo Association and the nearby neighborhoods. Representatives from these organizations and the community will serve on the public art planning committee. The Norfolk Commission on the Arts and Humanities ("Commission") has authorized the expenditure of the matching funds. Members of the Commission will assist the partners in evaluating the proposals received.

**IX. Coordination/Outreach**

This letter and ordinance have been coordinated with the City Attorney's Office, the Office of Budget and Strategic Planning, and the Department of Cultural Facilities, Arts and Entertainment.

Supporting Material from the City Attorney's Office:

- Ordinance



9/3/2015 JEC/11

Form and Correctness Approved

By [Signature]  
Office of the City Attorney

Contents Approved

By  
DEPT.

NORFOLK, VIRGINIA

Pursuant to Section 72 of the City Charter, I hereby certify that the money required for this item is in the city treasury to the credit of the fund from which it is drawn and not appropriated for any other purpose.

\$ 75,000.00  
50,000.00

2275-16-8681-9120

4000-16-4166-5590-F/12

Acting [Signature]  
Director of Finance

Account  
9/14/15  
Date

## ORDINANCE No.

AN ORDINANCE ACCEPTING, APPROPRIATING AND AUTHORIZING THE EXPENDITURE OF \$75,000 IN GRANT FUNDS, IF AND WHEN RECEIVED FROM THE NATIONAL ENDOWMENT FOR THE ARTS, FOR ART AND RISING TIDES: A PROJECT FOR SEA LEVEL RISE AND ENVIRONMENTAL ART IN THE NORFOLK ARTS DISTRICT AND AUTHORIZING THE ADDITIONAL EXPENDITURE OF \$50,000, PREVIOUSLY APPROPRIATED, AS A LOCAL CASH MATCH.

- - -

BE IT ORDAINED by the Council of the City of Norfolk:

Section 1:- That the sum of Seventy-Five Thousand Dollars (\$75,000) in grant funds from the National Endowment for the Arts, is hereby accepted, appropriated and its expenditure authorized if and when received for an environmental public art commission, creating a pilot template program for artwork that addresses parcel-specific solutions to rising tides.

Section 2:- That the expenditure of an additional sum of Fifty Thousand Dollars (\$50,000), previously appropriated for public art, is authorized as a local cash match for the purpose of, and as required by, the above-referenced grant if and when received from the National Endowment for the Arts.

Section 3:- That this ordinance shall be in effect from and after the date of its adoption.



**National  
Endowment  
for the Arts**  
arts.gov

Mr. Marcus Jones  
Authorizing Official  
City of Norfolk, Virginia  
810 Union Street, Suite 1101  
Norfolk, VA 23510-2717

AUG 27 2015

Dear Mr. Jones:

On behalf of the National Endowment for the Arts, it is a pleasure to inform you that your organization has been awarded a grant.

<u>Grantee:</u>	City of Norfolk, Virginia	
<u>Grant #:</u>	15-4292-7060	<u>Grantee DUNS #:</u> 074740069
<u>Grant Amount:</u>	\$75,000	<u>Outcome:</u> Livability
<u>Period of Performance:</u>	October 1, 2015 to September 30, 2017	
<u>CFDA #:</u>	45.024, Promotion of the Arts - Grants to Organizations and Individuals	
<u>Discipline/Program:</u>	Design - Our Town	
<u>Grant Project:</u>	To support Art and Rising Tides, a project for sea-level rise and environmental art in the Norfolk, Virginia Arts District, as described in your application (A15-960221) and the enclosed project budget.	

**SPECIFIC TERM:** You are required to submit the information requested by the NEA regarding the NHPA or NEPA effect on your project, and any additional questions, by January 4, 2016. This documentation must be emailed to [NEAhistoricroview@arts.gov](mailto:NEAhistoricroview@arts.gov). You should not undertake activities related to the necessary clearance until this requirement has been met and your project cleared. The Office of General Counsel must clear your project before funds will be released. If you do not respond by this date, your grant will be terminated.

Please review your award packet. A copy of the approved budget is included. If changes were made to the budget they are noted at the bottom of the budget page.

Award materials are online at [www.arts.gov/manageaward](http://www.arts.gov/manageaward). The NEW 2015 General Terms & Conditions, which adopts OMB's Uniform Guidance (2 CFR 200), provide detailed information concerning the NEA's regulations and procedures, the administrative requirements that apply to your grant, and your responsibilities as a grantee. Instructions for requesting grant funds and reporting on your project are also here.

If you have any questions regarding the administrative requirements of this grant, our Grants & Contracts Office staff will be happy to assist you. They may be reached at [grants@arts.gov](mailto:grants@arts.gov) or (202) 682-5403. Congratulations on your grant award!

Sincerely,

Jane Chu  
Chairman



NATIONAL ENDOWMENT FOR THE ARTS  
APPROVED PROJECT BUDGET

Grantee: City of Norfolk, Virginia

Grant #: 15-4292-7060

Application Update/Revised Budget: 07/16/2015

**INCOME**

**Match**

Cash: \$ 83,700

In-Kind: \$ 9,400

Total MATCH: \$ 93,100

NEA GRANT\*: \$ 75,000

TOTAL PROJECT INCOME: \$ 168,100

**EXPENSES**

**Direct Costs**

Salaries & Wages: \$ 16,300

Fringe: \$ 2,400

Travel: \$ 6,000

Other: \$ 143,400

Total DIRECT Costs: \$ 168,100

INDIRECT Costs: \$ 0

TOTAL PROJECT EXPENSES: \$ 168,100

**IMPORTANT INFORMATION**

You are responsible for reviewing the General Terms & Conditions for your award, which are available on our website at [www.arts.gov/manageaward](http://www.arts.gov/manageaward). Failure to comply with these Terms may result in the disallowance of project expenditures and/or the reduction or withdrawal of Arts Endowment support for your project.

- This budget is derived from your application, revised budget, and/or other communication. All costs must be incurred within the period of performance listed on your award letter. It is understood that this budget reflects estimated expenditures and that actual, allowable expenditures will be reported on all financial reports.
- This grant must be matched dollar for dollar (1 to 1) unless otherwise indicated in your grant award letter. Match must be nonfederal.
- Certain unallowable costs may have been removed from your budget (see Budget Notes); these costs cannot be supported with Federal or matching funds and should not be included on future financial reports for this award.
- Expenditures on your project should be in general agreement with the line item costs outlined in this budget. Some budget changes may require prior NEA approval (e.g., adding foreign travel or indirect costs).
- This budget cannot include overlapping project costs with any other direct Federal grant including awards made directly by the NEA or another Federal Agency (e.g., NEH, HUD, etc.) per 2 CFR §200.306 and NEA Legislation.
- NEA funds that are sub-granted to you through a state or regional arts agency, or a local arts organization, cannot be used as match on this award per 2 CFR §200.306 and NEA Legislation.
- Proper documentation must be maintained for all costs in this budget, including all salaries charged, in whole or in part, to this award.
- Proper documentation must be maintained for all in-kind contributions claimed per 2 CFR §200.96, .302, .333.
- All activities supported with NEA or matching funds, including performance/touring activities as well as publications, websites, or other media projects, must be made accessible to people with disabilities in compliance with Section 504 and the ADA.
- Payments to foreign nationals and/or non-compliant travel to or from countries sanctioned by the U.S. Treasury Department's Office of Foreign Asset Control are unallowable.

\*NEA Grant = total amount of federal funds obligated, total amount of the federal award.

**BUDGET NOTES:**

City Administration moved from IN-KIND to CASH; not a third-party contribution.

Reminder: Federal funds and their associated costs are unallowable and may NOT be included as "Naval Station Norfolk Public Affairs Office" under IN-KIND and OTHER.



## REPORTING REQUIREMENTS for Grants to Organizations

Grant Numbers that Begin 15-XXXX-XXXX.

Rev. November 2014

Materials regarding your award are online at [www.arts.gov/manageaward/index](http://www.arts.gov/manageaward/index). Basic information about your grant is available at [www.arts.gov/mygrant](http://www.arts.gov/mygrant) (or My Grant at a Glance).

The reporting requirements for your grant are described below. Follow these instructions carefully.

**PROGRESS REPORT**

Generally, only one progress report will be required during the grant period. It is submitted as part of the Payment Request form (Box 10). Limit your response to the space provided on the form.

The Progress Report is due the first time the cumulative amount requested EXCEEDS two thirds (2/3) of the grant award amount. The Progress Report must include a description of grant supported activities that:

- have been undertaken since the grant period start date, and
- are scheduled for the remainder of the grant period.

**FINAL REPORTS**

Submit Final Reports to the Grants & Contracts Office (G&C) no later than 90 days after the grant period end date. You will be ineligible for any National Endowment for the Arts (NEA) awards if you fail to submit required and acceptable Final Reports for previous awards. Go to [www.arts.gov/manageaward/index](http://www.arts.gov/manageaward/index) for Final Reports instructions and forms.

The Final Descriptive Report (FDR) and Federal Financial Report (FFR) must be emailed to [FinalReports@arts.gov](mailto:FinalReports@arts.gov). Identify your grant number and organization name in the subject line; e.g., FDR 15-3200-7xxx ABC Arts Organization, or FFR 15-3200-7xxx EFG Arts Organization.

The Final Report includes:

1. **Federal Financial Report (FFR).**
2. **Final Descriptive Report (FDR):**
  - narrative describing the project activities;
  - data about specific activities and participants; and
  - geographic location(s) and venue(s) where grant activities took place (online module).
3. **Final Product Requirement.** If a final product is required for this grant, it is indicated below. Prominently label your product with your organization's name and grant number. If the product is available online, include the Web address or link in your FDR.

\_\_\_\_\_ Book(s) / Catalogue(s) / Journal(s) \_\_\_\_\_ Recordings (CD, DVD, or other audio or video files)

\_\_\_\_\_ Publication(s) / Report(s) \_\_\_\_\_ Libretto / Score(s) (hard copy or PDF on disc)

Other:

*If available, digital copy of plans and images of public art.*

**If no item is identified, a product is NOT required for your grant.**

We reserve the right to request subsequent information or work product(s) as necessary. All Federal awarding agencies retain a royalty-free right to use all or a portion of their grantees' final report material for Federal purposes (e.g., the use of final report work products to document the results of grant programs), including



publication on a Federal Web site. If the NEA is interested in using images for promotional and educational uses, we will contact you before any such use. For more information, see the **General Terms & Conditions**.

If you cannot submit your product electronically contact [finalreports@arts.gov](mailto:finalreports@arts.gov) for the NEA's address.

NOTE: The first-class mail to the NEA is delayed due to security screening. Products put through this process suffer irreversible damage. If you are sending a product, or time-sensitive materials, use an alternative delivery service.

#### **ADDITIONAL REMINDERS**

1. An active and valid [www.sam.gov](http://www.sam.gov) (formerly CCR) registration is required to receive Federal funds and must be maintained throughout the life of the award.
2. Grant activities must be carried out consistent with those approved for funding by the NEA. If changes in the project are believed necessary, send a request with a justification to the G&C before implementation.
3. NEA's support must be acknowledged in all materials and announcements regarding this grant.
4. See the requirements concerning record retention and the Federal government's rights of access to records and personnel in the **General Terms & Conditions**.
5. Documentation must be maintained for all grant project costs claimed, including those covered by the required match.
6. Ensure your email will accept messages from the [arts.gov](http://arts.gov) domain name.

#### **REPORTING BURDEN:**

The public reporting burden for this collection of information is estimated to average eight hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The NEA welcomes any suggestions that you might have on improving the reporting requirements and making them as easy to use as possible. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: Deputy Chairman for Management & Budget, National Endowment for the Arts, Washington, DC 20506. NOTE: Grantees are not required to respond to the collection of information unless it displays an OMB control number that is valid at the time of issue.

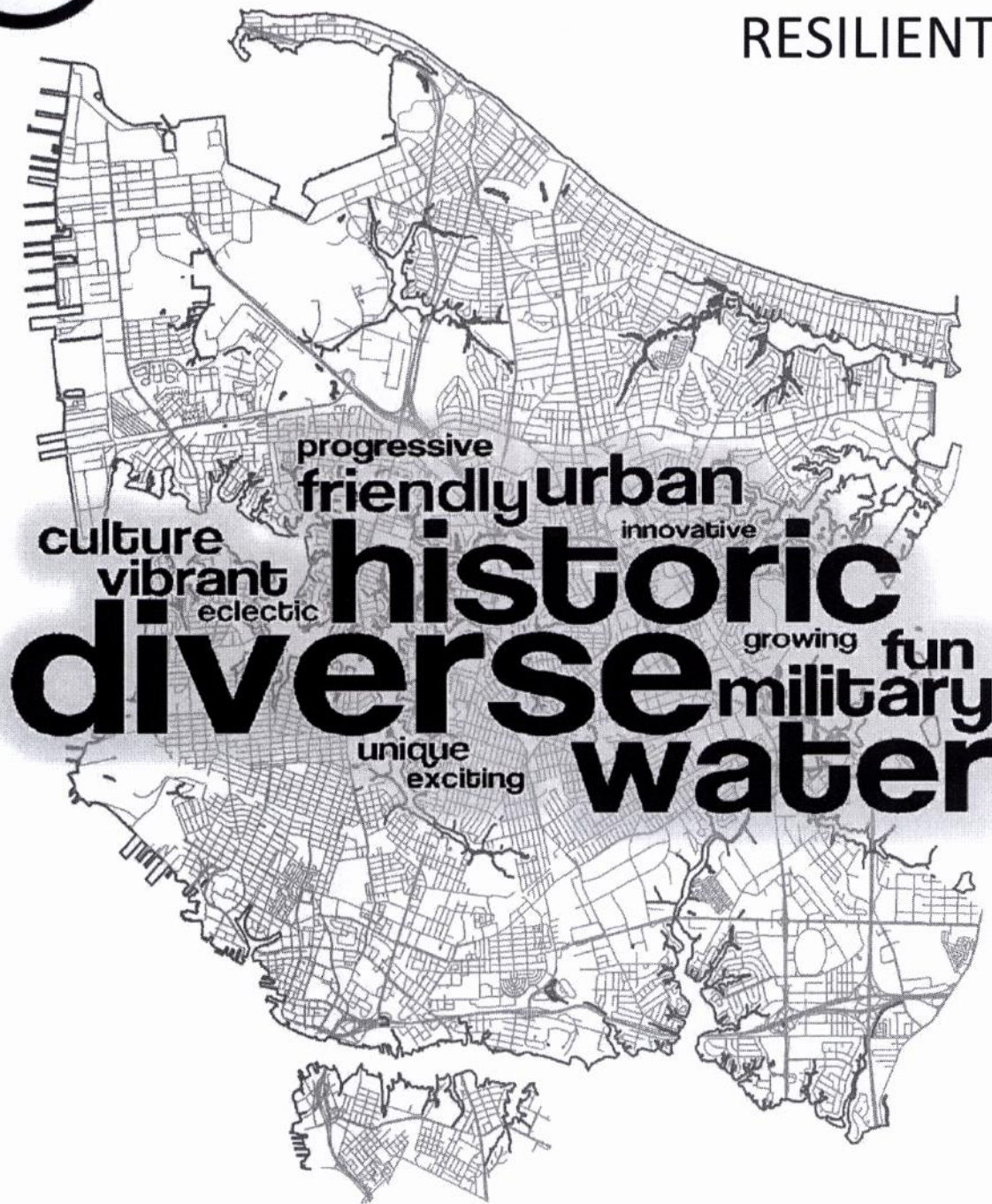
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RESILIENT

CITIES

BUILDING A

RESILIENT CITY



BUILDING A  
WELL-MANAGED  
GOVERNMENT

APPROVED FISCAL YEAR 2016 BUDGET  
CITY OF NORFOLK, VIRGINIA





## Support Citywide Public Art

### Department

Cultural Fac., Arts & Ent.

### Account #

4000 16 4166

### Property Address:

Citywide

### Customers Served

Residents ☒ Business ☒ City Services ☐

Educational Community ☒ Tourists/Visitors ☒

### Project Description

Provide funds to continue the Public Art Program established by the City Council in FY 2006. The public art program strives to provide enduring, impactful artwork in Norfolk that reflects the city's cultural identities and that also challenges, delights, educates, beautifies and gives character to our public spaces.

## Financial Summary

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	TOTAL
<b>FY 2016 Approved</b>	N/A	250,000	250,000	0	0	0	500,000
<b>FY 2015 Approved</b>	250,000	250,000	0	0	0	N/A	500,000
<b>Estimated Operating Budget Impact</b>	N/A	0	0	0	0	0	0

### Anticipated Project Timeline:

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	TOTAL
Planning / Design	N/A	0	0	0	0	0	0
Construction	N/A	250,000	250,000	0	0	0	500,000
Total	N/A	250,000	250,000	0	0	0	500,000

Prior Capital Funding	500,000
FY 2016 Approved	250,000
Capital Share Remaining	250,000
Project Total	1,000,000

